



City of San Antonio

Agenda Memorandum

File Number:18-2012

Agenda Item Number: 9.

Agenda Date: 3/29/2018

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

3/29/2018 Annual Contracts

SUMMARY:

An ordinance awarding two contracts to provide the City with commodities and services on an annual basis for the term of the contracts, for an estimated annual cost of \$828,000.00. This ordinance provides the procurement of the following items, as needed, and dependent on the Department's available budget, for the term of the contracts:

A. Con10gency Consulting for Protective Gas Masks Kits, \$668,000.00 Contract period (1 contract, San Antonio Police Department)

B. Ancira Motor Company for On-Call Fiat Chrysler Service, \$160,000.00 annually (1 contract, Building and Equipment Services)

BACKGROUND INFORMATION:

The City of San Antonio utilizes annual contracts for procuring high volume repetitive purchases. Annual contracts are an efficient method of securing the best prices through volume purchasing and reducing large amounts of work related to the bid process. Utilization of annual contracts allows the City to procure numerous different commodities in support of the normal daily operations.

Public Health or Safety Exemption:

A. Con10gency Consulting, for Protective Gas Masks Kits, \$668,000.00 Contract period, upon award through March 31, 2020 - will provide the City of San Antonio Police Department with Avon C50 protective gas mask kits and canister filters to counter multiple threat scenarios such as chemical, biological, radiological, nuclear (CBRN) agents, toxic industrial chemicals (TICs) and toxic industrial materials (TIMs). The gas masks will be utilized by the SAPD Training Academy for cadets in training and police officers in the field. The items are brand specific and approved by the SAPD Labor Relations Committee (LRC) per the Collective Bargaining Agreement.

Exemption:

B. Ancira Motor Company for On-Call Fiat Chrysler Service, \$160,000.00 annually, April 1, 2018 through March 31, 2021 with two, one-year renewal options - will furnish on-call Fiat Chrysler service and original equipment manufacturer replacement parts for repairs of approximately 310 Fiat Chrysler brand motor vehicles (Ram, Dodge, Jeep, and Chrysler) currently in the City's fleet. A total of six Fiat Chrysler dealers were solicited to provide on-call repair services with one bid received from Ancira Motor Company.

ISSUE:

This contract represents a portion of approximately 250 annual contracts that will be brought before City Council throughout the fiscal year. These products and services are used by city departments in their daily operations.

A. Protective Gas Masks Kits - This contract is within the scope of the SBEDA Program. However, due to lack of available firms and/or subcontracting opportunities, the Goal Setting Committee was unable to apply a SBEDA tool to this contract.

In accordance with the Local Preference Program, no local preference was applied, since the local bidder is not within 3% of the recommended lowest non-local bidder.

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

B. On-Call Fiat Chrysler Service - The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority, and/or women businesses available to provide these goods and services.

The recommended award is to the lowest responsive bidder who is also a local business; therefore, application of the Local Preference Program was not required.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

ALTERNATIVES:

A. Protective Gas Masks Kits - Should this contract not be approved, SAPD's Training Academy cadets and field officers may not be properly equipped to combat multiple threat scenarios such as chemical, biological,

radiological, nuclear (CBRN) agents, toxic industrial chemicals (TICs) and toxic industrial materials (TIMs). This protective equipment is required to replace the current gas mask kits that have expired. If not approved, replacement gas mask kits would be purchased out of contract and expose the City to increased costs due to non-contract buying.

B. On-Call Fiat Chrysler Service - Should this contract not be approved, the Building and Equipment Services Department would be required to acquire repairs to the City's Fiat Chrysler branded vehicles on an as needed basis which may result in higher prices and delays in repairs.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's Adopted Budget approved by City Council. Purchases made by the Department are as needed and contingent upon available funds within their Adopted Budget.

RECOMMENDATION:

Staff recommends the acceptance of these two contracts submitted through this ordinance to provide the City with specified services on an annual contract basis. These annual contracts are critical to the City's daily operations.

These contracts were procured on the basis of public health or safety exemption and unforeseen damage exemption and Contract Disclosure Forms are not required.